

**THE OHIO STATE UNIVERSITY**

**New Reading Recovery Training Site  
Application**



**THE OHIO STATE UNIVERSITY**

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**March, 2015**

**Trainers**

**Mary Fried  
Emily M. Rodgers  
Patricia Scharer**



**Reading Recovery®**



**Literacy  
Lessons®**

[www.rrosu.org](http://www.rrosu.org)

**Application to Establish and Operate a Regional Training Center  
for Reading Recovery Teachers**

**Eligibility and Application Procedures**

A. General Information and Stipulations

1. You are invited to submit to The Ohio State University an application to establish a regional training site for Reading Recovery and Literacy Lessons as set forth under Section B: Scope of Responsibilities (see below). Applicants for teacher leader training must hold an M.A. degree.
2. Please direct inquiries regarding this application to Dr. Patricia L. Scharer, 200 Ramseyer Hall, 29 W. Woodruff Avenue, Columbus, Ohio 43210-1177 or (740) 244-1054 or [scharer.1@osu.edu](mailto:scharer.1@osu.edu).
3. Early application information should be received by May 15, 2015.
4. Please read all instructions carefully and consult the training cost grid on page 8 of Form III.
5. Final selection of Reading Recovery training sites will be made by the Reading Recovery faculty at The Ohio State University.

B. Scope of Responsibilities (Summarized in Form III)

1. Year 1 (Training Year) Training a Teacher Leader
  - a. Make necessary staff allocations so that the teacher leader in training can work full-time on Reading Recovery during the training year and attend a one-academic-year (August-May) training program for teacher leaders at The Ohio State University, Columbus. Clinical and theory classes will be held two days a week at The Ohio State University. Prospective teacher leaders will tutor four students on a daily basis. Extensive field experience with trained teacher leaders at existing training sites will be required as part of the leadership class.

Prospective teacher leaders should be nominated by the applicant in accordance with established criteria for selection (see accompanying Teacher Leader Nomination Form III).
  - b. Reimburse The Ohio State University for tuition costs for fifteen (15) semester credit hours for each teacher leader trainee. (See page 8 in Form III.)
  - c. Budget payment to The Ohio State University for \$3,500 for each teacher leader training. The instructional fee is a training fee paid to the University Training Center. It helps to compensate faculty time needed to provide the field-based experiences for teacher leader training that occur outside of course time. These

experiences include such things as school visits, visits to training classes, and mini site visits. The instructional fee does not include tuition nor the cost of books and materials needed for training.

- d. Budget \$3,000 to purchase books and materials for the course work and books to teach children. These teaching supplies are non-consumable and can be used to teach children each year.
- e. Collect and maintain data on Reading Recovery children in accordance with guidelines for evaluation outlined by The Ohio State University. Budget the annual fees for the International Data and Evaluation Center (see cost grid in Form III).
- f. Attend the national Reading Recovery and Classroom Literacy Conference and Teacher Leader Institute.

2. Year 2 (Field Year) Establishing a site to train Reading Recovery and Literacy Lessons teachers

- a. Establish a regional staff development training center that includes:
  - 1) an area for one-to-one instruction that contains a one-way mirror and sound system situated in such a manner that 8-14 people can observe and assess the one-to-one instruction without disturbing it. This window must be in place before the inservice program can begin. (See *The Site Coordinator's Handbook* for specifications to construct the one-way mirror.)
  - 2) an area suitable for instruction for 8-14 individuals.
- b. Make necessary arrangements for each teacher leader to provide training of 8-14 Reading Recovery teachers; these teachers should be selected from within the geographic area of the site.
- c. Make necessary arrangements for Reading Recovery teachers to receive graduate credit (6 semester hours) for Reading Recovery training.
- d. Make necessary staff allocations so that each teacher leader works at least 2 ½ hours per day teaching individual children in Reading Recovery and one-half day (five days per week) performing teacher leader functions (see Form III: Teacher Leader Nomination Form).
- e. Make necessary staff allocations so that Reading Recovery teachers may work at least 2 ½ hours per day teaching individual children in Reading Recovery. The rest of the day may be spent in a classroom or working with small groups.
- f. Make necessary arrangements so that each teacher leader can monitor Reading Recovery teachers and conduct ongoing professional development with previously trained teachers. Time must be provided to carry out these duties.

- g. Collaborate with The Ohio State University personnel in planning for the needs of the project and the particular district.
- h. Purchase books and materials for Reading Recovery teachers who will be working with Reading Recovery children (approximate cost: \$3,000 per teacher).
- i. Collect and maintain data on Reading Recovery children in accordance with guidelines for evaluation to be performed by The Ohio State University. Provide \$350.00 set up fee for data submission as well as \$50.00 per Reading Recovery teacher for the teacher data entry fee to the International Data Evaluation Center ([www.idec.us](http://www.idec.us)).
- j. Submit a site report each year in accordance with OSU guidelines.
- k. Provide resources for two 2-day site visits from OSU trainers to provide professional assistance to the teacher leader. Costs are travel related expenses and \$500 payment per day paid to OSU.
- l. Provide an annual affiliation fee of \$550 to OSU to compensate for annual professional development for teacher leaders, telephone consultations, mailing costs, and updated materials.
- m. Provide resources for teacher leader(s) to travel to the annual National Reading Recovery Conference (held in Columbus each February) and to the annual Teacher Leader Institute (location varies each year).

**READING RECOVERY®**  
**Application for the Establishment and Operation of a Regional Training Site**

Send pages 5 & 6 to: Jason Hillman, Executive Director, The Ohio State University,  
Reading Recovery, 1100 Kinnear Rd., Columbus, OH 43201. (614) 688-4977

SECTION I. IDENTIFYING INFORMATION

**A. Name of Teacher Leader/Teacher Leader Candidate**

\_\_\_\_\_

**Position** \_\_\_\_\_

**Mailing Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Phone** \_\_\_\_\_

**Email** \_\_\_\_\_

**B. Administrator Designated to Coordinate Regional Training Site for Reading Recovery (Site Coordinator)**

**Name** \_\_\_\_\_ **Position** \_\_\_\_\_

**Mailing Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Phone** \_\_\_\_\_

**C. Assurances**

The signature of the superintendent indicates approval of the application and intent to comply with the responsibilities listed on pages 2-4.

\_\_\_\_\_  
Signature of Superintendent Date

Print Name: \_\_\_\_\_

Mailing address: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_

SECTION II. READING RECOVERY APPLICATION NARRATIVE

Please describe your capabilities in establishing and operating a regional training site for training and providing continued professional development to Reading Recovery teachers.